



UNITED STATES MARINE CORPS

MARINE CORPS LOGISTICS BASE

814 RADFORD BOULEVARD

ALBANY, GEORGIA 31704-1128

BO 4700.3

831

26 Aug 96

BASE ORDER 4700.3

From: Commander
To: Distribution List

Subj: PROCEDURES FOR THE UPGRADE OF CONDITION CODE (C/C) "D" AND
"E" ASSETS

1. Purpose. To publish guidelines for the upgrade of Stores Account Code (SAC) 2 and 3 C/C "D" and "E" materiel between the Integrated Logistics Support Directorate (ILSD), the Maintenance Directorate, the Storage and Distribution Directorate and the Maintenance Centers Albany and Barstow. Upgrade of SAC 2 and 3 C/C "D" and "E" assets which cannot be upgraded by the S&DD Codes 870/B870 will be managed as part of the Master Work Schedule. Supply System Responsibility Items and Collateral Materiel are Storage and Distribution Directorate's (Codes 870/B870) responsibility.

2. Background. The storer of equipment is accountable for maintaining the equipment in the condition in which it was received. For example, if the ILSD (Codes 830/840) has directed the FMF to ship equipment back to the Marine Corps Logistics Bases in less than Condition Code A, S&DD, Defense Distribution Depot Albany (DDAG) or Defense Distribution Depot Barstow (DDBC) will ensure no further degradation occurs. If equipment is received and determined to be in C/C "E", S&DD, DDAG, or DDBC will afford the same level of CARE-IN-STORE effort as any other serviceable asset to ensure it does not deteriorate to C/C "F" or C/C "H".

3. Policy. Responsibilities relating to the upgrade of C/C "D" and "E" program have been assigned along functional lines:

a. ILSD (Codes 830/840) are responsible for:

(1) Managing C/C "D" and "E" requirements as part of the Master Work Schedule (MWS).

(2) Identifying C/C "D" and "E" assets requiring upgrade to satisfy backorders and maintain readiness.

(3) Identifying C/C "D" and "E" requirements, required delivery date, level of preservation and color.

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(4) Sending C/C "D" and "E" requirements listing to the S&DD (Codes 870/B870).

(5) Receiving annotated C/C "D" and "E" requirements listing from the S&DD (Codes 870/B870).

(6) Sending C/C "D" and "E" MWS requirements to the Maintenance Directorate.

(7) Providing authorized funds to the Maintenance Directorate by project orders. Issuing amendments to the project orders if adjustment of funds is required.

(8) Monitoring funds that are provided to the Maintenance Centers Albany and Barstow.

(9) Tracking requirements, funds expended and included in the Equipment Maintenance budget.

(10) Budgeting, defending, and executing Operating and Maintenance dollars and Defense Business Operating Fund needed to support upgrade of all C/C "D" and "E" assets.

b. Maintenance Directorate is responsible for:

(1) Receiving C/C "D" and "E" MWS requirements from the ILSD (Code 831).

(2) Determining source of repair (SOR), assigning line numbers and project codes.

(3) Publishing and forwarding C/C "D" and "E" requirements schedule to all applicable organizations.

(4) Receiving funding documents from the ILSD (Code 831).

(5) Forwarding the funding documents to the Maintenance Centers Albany and Barstow.

(6) Receiving the accepted/rejected funding documents from the SOR and forwarding to the ILSD (Code 831).

c. Storage and Distribution Directorate (Codes 870/B870) are responsible for:

(1) Receiving C/C "D" and "E" requirements listing from the ILSD (Code 831) for determining if upgrades can be performed internally by Fleet Support Divisions Albany and Barstow.

(2) Annotating C/C "D" and "E" requirements listing received from the ILSD (Code 831).

(3) Sending annotated C/C "D" and "E" requirements listing to the ILSD (Code 831).

(4) Receiving C/C "D" and "E" MWS requirements from the Maintenance Directorate.

(5) Sending to the SOR, work request and materiel to be upgraded.

(6) Sending C/C "D" and "E" SAC 2 work requests to the DDAG/DDBC.

(7) Accepting of upgraded assets from the SOR.

(8) Updating the C/C of the assets on the Item Locator File when action is completed.

(9) Exchanging of C/C "F" and "H" assets with replacement C/C "D" and "E" assets upon request from the Maintenance Centers Albany and Barstow when assets are available.

d. Maintenance Centers Albany and Barstow are responsible for:

(1) Receiving C/C "D" and "E" MWS requirements from the Maintenance Directorate.

(2) Receiving funding documents from the Maintenance Directorate.

(3) Requesting C/C "D" or "E" assets from the S&DD (Codes 870/B870).

(4) Determining the cost to upgrade C/C "D" or "E" assets (not to exceed 15 percent and 20 percent of the standard unit price respectively).

(5) Requesting replacement assets from the S&DD (Codes 870/B870) for items exceeding funding ceiling.

(6) Requesting disposition instructions from the ILSD (Code 831) for assets exceeding funding ceiling when no replacement assets are available.

(7) Upgrading/returning C/C "D" or "E" assets to the proper C/C.

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4. Applicability

- a. This Order is applicable to MCLB Barstow.
- b. This Order is not applicable to Blount Island Command.

J. P. Heine

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Deputy Commander
for Logistics Operations

DISTRIBUTION: D

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